



# State of North Carolina

## Office of the State Controller

Michael F. Easley, Governor

Robert L. Powell, State Controller

May 15, 2003

MEMORANDUM NO. PR2003-009

TO: All Agencies Served by the State Controller's Office  
Payroll Section

FROM: Roger Farmer  
Payroll Administrator

SUBJECT: H Cycle Keying, Program Changes and Wachovia/First Union Bank Merger

Please note the payroll items listed below:

### H CYCLES

After the date shown for the keying of the SECOND C&R payroll cycle, NO "H" cycle transactions should be entered other than Telephone Stop Orders, until the verification for the month-end. Any "H" cycles keyed during the restricted period mentioned above have their TOTALS removed from the TOTALS DATABASE, which leaves the item(s) keyed still in the system but unable to be processed. These remaining records require removal by a programmer. The agency will also have to reenter the transaction(s).

### PROGRAM CHANGES

The sorting sequence for the MATCHING OASDI/HI SUMMARY REPORT located on X/PTR has changed. The new sorting sequence is Budget Code, Company, Center and Account. The kick-out reports, (PX287/PX289/PX290), have been consolidated into a single report in X/PTR OSCPX CONSOLIDATED CHANGE REPORT. In June the three reports listed below will be deleted from X/PTR.

OSCPX AMT PAID 'NOT EQ' PAY RATE  
OSCPX CURR PAY 'CHANGED'-PAY RATE  
OSCPX CURR PAY 'NOT CHANGED' TRAN

MAILING ADDRESS  
1410 Mail Service Center  
Raleigh, NC 27699-1410

Telephone: (919) 981-5454  
Fax Number: (919) 981-5567  
State Courier: 56-50-10

Website: [www.osc.state.nc.us/OSC/](http://www.osc.state.nc.us/OSC/)

An Equal Opportunity/Affirmative Action/Americans With Disabilities Employer

LOCATION  
3512 Bush Street  
Raleigh, NC

**WACHOVIA BANK/FIRST UNION NATIONAL BANK MERGER**

The merger between Wachovia Bank and First Union National Bank will require a change in the employee's routing and bank account number for those employees with existing Wachovia accounts. These existing Wachovia accounts will be changed through the NOTIFICATION OF CHANGE (NOC) process that is currently being received. Therefore, no action is required by the employee. No routing and account number changes are needed by employees having First Union National Bank accounts.